

**City of Willoughby Hills  
Planning and Zoning Commission  
&  
Architectural Board of Review**

**MEETING MINUTES**

June 20, 2019

**CALL TO ORDER:** 7:00 P.M.

**Roll Call:** Chairman Christopher Smith, Vice Chairman John Lillich, Mayor Robert Weger,  
Council Representative David Fiebig, Michael Kline and James Shannon (arrived 7:00 PM).

**MOTION:** Motion made by Councilman Fiebig to excuse the absence of Jonathan Irvine  
and James Shannon from tonight's meeting.

Seconded by Mayor Weger

VOTE: All AYES.

**MOTION PASSES: 5/0.**

Jonathan Irvine and James Shannon have been excused from tonight's meeting.

**James Shannon arrived at 7:00 PM.**

Also Present: BZA Representative Frank Cihula  
City Engineer Pietro DiFranco  
Clerk Katherine Lloyd

**Correspondence:**

- Email dated 6/11/19 from Asst. City Engineer Trepal RE: New House at 35851 Maple Grove Rd.
- Email dated 6/12/19 from Asst. City Engineer Trepal RE: New House at 2753 Oak Street.
- Email dated 6/7/19 from Asst. City Engineer Trepal RE: New House at 2401 Trailard Dr.
- Email dated 6/18/19 from Asst. City Engineer Trepal RE: New Shed at 36405 Chardon Rd.
- Email dated 6/18/19 from City Engineer DiFranco RE: 24x24 Storage Barn at 2685 Dodd Rd.
- Email dated 6/6/19 from Gloria Majeski RE: Updated Roster with attached City Roster dated 060619.

**Disposition of the Minutes: Meeting of May 16, 2019**

**MOTION:** John Lillich moved to accept the Minutes of May 16, 2019 as presented.

Seconded by Councilman Fiebig.

VOTE: All AYES.

**MOTION PASSES: 6/0.**

Minutes of May 16, 2019 have been approved.

## ARCHITECTURAL BOARD OF REVIEW

### Public Portion

Opened at 7:02 p.m.

No Public Input.

Public Portion closed at 7:02 p.m.

1. Charles & Karen Macarine

Agent/Contractor: Chadwick Homes

Architect: ReDesign HP

Engineer: Land Design Consultants

**35851 Maplegrove Rd. – New Single Family Home – PPN: 31-A-017-A-00-021-0**

Plans received by City Engineer 6/10/19

Plans reviewed by City Engineer 6/11/19

Present: Jamie Hegfield (Chadwick Homes),  
Robert Hegfield (Holding phone for Chad Pengal & Chad Pengal Face Time)  
Chad Pengal (via Face Time) – he is out of town.

Chairman Smith asked for clarification on the plans and elevations submitted to the Board. He stated that they are tough to read. He also asked about the colors and sample. The rendering provided is for only one side of the house. The front and the rendering look great. I cannot tell about the back and side elevations from the drawings.

### City Engineer's Comments (DiFranco):

- During review, one comment was to have 4-inch trim around all windows and doors. They did that. At the front, the brick facing along the foundation is to wrap around the corner at least 2 feet. They did that also.
- They addressed all of our comments regarding the site.
- Following up the Chairman's Comments, if this gets approved, we will need three full size sets of clear drawings when they apply for permit.

### Owner/Representative Comments:

- The front will be white vertical Board & Batten siding. The sides and back will be white horizontal siding. This is a style that many of our customers are using.
- Chad Pengal (via Face Time) added that cost savings was part of the decision. It is indicated on the plan in the notes. The samples provided would show what is indicated on the plans. They can provide follow up documents. They want to clarify everything. He asked about the Code. *Per discussion, the Code does not prohibit vertical siding on front and horizontal on the sides and back. The Board also reviews the aesthetics. The Board cannot review plans they cannot read. The rendering does not match the plans*

### Board Comments:

- (Lillich) The Board usually sees horizontal siding on the sides and back of houses that are mainly brick or shake shingles on the front.
- (Smith) The plans show the garage doors in front of the house. The rendering does not show any garage door. *(Pengal) The rendering is a stock rendering from the website that did the drawing. The site did not allow a side-load garage so the garage is in the front. The rendering is used to show the general look of the house, the color scheme, the textures, siding, brick, etc. Specific samples were provided for anything that would come into question.*
- (Smith) We cannot see the elevations. There was no detail. Our precedent is that incomplete plans need to come back to us at another meeting. *We submitted the plans for the 6/6/19 meeting. We could have sent additional plans for this meeting if we had known that they were an issue. We had addressed the Engineer's review comments. We can provide larger prints. We are about a month behind.*
- (Fiebig) When I look at the right elevation, I see a straight wall with the 2-foot wrap and one door and one window which will be trimmed out. That is what the right side neighbor looks at. Plans for the right elevation will have with the horizontal white siding? *The right side elevation with the garage shows the 2-foot masonry wrap toward the front, a man-door and a transom-style window toward the back*
- (Fiebig) On the rear elevation, there are seven windows, the patio door and the fireplace. The only detail on the rear elevation would be the wrap around the windows and door. The neighbor to the rear is far back. *The neighbor is a few hundred feet through a thickly wood area on the next street. The 4-inch trim around all the windows and the patio door was a comment from the Engineer. The roof is standard shingles. All of the siding is standard dimensional double-four lap siding (Sample provided). The exposed foundation is embossed brick design poured wall.*  
*The left side elevation has a little more roofline. There is a hand -noted 2-foot masonry wrap. The one window shows the 4-inch trim. The siding is the same vinyl double-four lap siding. The roofline will have the dimensional Cambridge dual black shingles (Sample provided). The exposed foundation is the same embossed brick design poured wall.*
- (Fiebig) It seems simple and relatively stark. There is not a lot of detail on the sides and back. *That is correct.*
- (Fiebig) Architecturally, other than the fact that you are going from vertical in the front and horizontal on the sides and back, are there any concerns the Board would have?
- (Lillich) We will have her finish explaining the project and materials.

### Owner/Representative Comments (continued):

- Explanation of the samples: Accent pieces will be the black. The raised rim above the garage overhead and above the triple window will be black. The shed roof style dormer window in the center of the home is shingled to match the rest of the roof. It is entered on the rendering.

(Smith) Will the mullions be black or white? *Black.* Will there be mullions all the way around the house? *All the way.*

(Fiebig) Above the doorway, will that be gray? *White. The gray is a shadow.*

(Smith) The color combinations work well. Wrapping the windows and continue the black mullions all the way around will help a lot. I think it will be a nice design.

(Lillich) Can we approve this pending delivery of three full size sets of drawings to the City Engineer? He pretty well knows what the Board looks for. If he does not see anything that is a problem, we could approve it on those conditions.

(Fiebig) Will the front door have lighting? *Yes, and the door will have glass in it.* I concur with Mr. Lillich's statement.

**MOTION:** John Lillich move to approve architecturally the New Single Family Home at 35851 Maplegrove Rd. with the condition that three full size sets of completed detailed legible plans are delivered to the City Engineer for final approval. The project would come back to the full Board if further review by the Board is necessary.  
Seconded by Councilman Fiebig.

Additional Discussion:

Mr. Shannon asked about a time limit. Applicant will bring the necessary plans to the Building Department tomorrow. Mr. DiFranco stated that three full-size sets of plans, including elevation details, are needed for permitting. Mr. Smith stated that the City Engineer will have power to approve beyond the Board.

Voice Vote: ALL AYES.

**MOTION PASSES: 6/0**

2. Len & Christy Miller

Agent/Contractor: Loncar Quality Construction.

Architect: JAM Design & Consulting, Inc.

Engineer: Polaris Engineering & Consulting, Inc.

**2753 Oak Street – New Single Family Home – PPN: 31-A-006-A-00-009-0.**

Plans received by City Engineer 6/12/19

Plans reviewed by City Engineer 6/12/19

Present: Leonard & Christy Miller, 29504 Bruce Drive, Willowick  
Andrew Loncar (Loncar Quality Construction)

Owner/Representative Comments:

They plan a new home on a single lot on Oak Street. Roof will have Colonial Slate color dimensional shingles by Certainteed Landmark. Windows will be a dark bronze vinyl by Symington. The gray vertical siding will be a composite material. There will be lighter gray in the front and on the patio in the back. The natural and vertical look of the house leans toward no trim around the windows.

City Engineer's Comments (DiFranco):

You need to make sure the yard drains are installed. There is a lot of puddling on your lot right now due to all the rain.

Board Comments:

(Smith) It has more of a modern feel. Mullions and window wrap would not be appropriate. It is a unique custom home. *It was designed by their son who is an architect in Columbus.*

(Smith) With the way the roofs come in, make sure the water is captured and maintained. *It will take a saddle and 'scuffer' box to hand the water.*

(Lillich) It will be a nice addition to Oak Street. You are adding diversity in architecture.

**MOTION:** John Lillich move to approve the New Single Family Home at 2753 Oak Street.

Seconded by James Shannon.

Voice Vote: ALL AYES.

**MOTION PASSES: 6/0**

3. Jason & Samantha Augustine.

Agent/Contractor: TBD.

Architect: Joseph L. Myers

Engineer: Land Design Consultants.

**2401 Trailard Drive – New Single Family Home within a floodway – PPN: 31-A-010-C-04-013-0.**

Plans received by City Engineer 5/31/19

Plans reviewed by City Engineer 6/7/19

Present: Greg Campolieti

Owner/Representative Comments:

- The proposed single family home will be the second flood plain house built in the City. The whole house will be on steel piers with skirting walls in case of ice, which is a major concern.
- The standing seam metal roof is brown. [Color swatch shown]. Board & Batten siding will be around the whole house. There will be mullions in the front and sides but not in the back because of the view. Windows will be wrapped in cedar. Garage and doors will maintain the cedar theme. Pictures of the style, doors and cedar trim were shown.

City Engineer's Comments (DiFranco):

No Comment.

Board Comments:

(Smith) It is a unique design. The windows will look better without mullions.

(Lillich) Will the sewage septic be raised above? On the plan it looks below. *Yes, the septic system, inlet and outlet both need to be above base. Septic platform where the septic system sits, which is a closed system, both the inlet and outlet must be above the base flood elevation. They will be. The most important thing to do is protect the sewage system is to protect it from floating away since it is not in the ground. They are bolted into the structure of the house.*

**MOTION:** Councilman Fiebig moved to approve the plans for the New Single Family Home within a floodway at 2401 Trailard Drive as submitted.

Seconded by Mayor Weger.

Voice Vote: ALL AYES.

**MOTION PASSES: 6/0**

4. David Bilas  
Agent/Contractor: Alpine Structures.  
Architect: Alpine Structures.  
**36405 Chardon Rd – New 12x20 Shed – PPN: 31-A-011-0-02-005-0**  
Plans received by City Engineer 6/17/19  
Plans reviewed by City Engineer 6/18/19

Present: David Bilas

Owner/Representative Comments:

- The 12x20 utility shed will be built in the back yard by Alpine Structures on a 6-inch raised base of limestone gravel. Colors will match the house. It will have dark gray siding with light trim and double hung windows. The pitch of the roof will be modified to match the pitch of the main house. It will be about 70 feet from the back of the house.
- The standard default siding on the shed is vertical. Siding on the house is horizontal. We have the option to change it.

City Engineer's Comments (DiFranco):

No Comment.

Board Comments:

(Smith) I think you will not be able to tell if the siding is vertical or horizontal since the shed sits behind the house and so far back on the property with matching colors. It would not be a problem. It would be your choice.

(Shannon) Do you have to remove the tree? *The tree has already been removed.*

**MOTION:** Councilman Fiebig moved to approve the plans for New 12x20 Shed at 36405 Chardon Rd. as submitted.  
Seconded by John Lillich.  
Voice Vote: ALL AYES.  
**MOTION PASSES: 6/0**

5. Audubon Society of Greater Cleveland  
Agent: John Lillich.  
**2685 Dodd Rd. – 24x24 Storage Barn – PPN: 31-A-009-E-00-019-0**  
Plans received by City Engineer 6/18/19  
Plans reviewed by City Engineer 6/18/19

Present: John Lillich, Trustee for the Audubon Society and representing the Audubon Society.  
The builder was unable to attend this evening.

**Mr. Lillich recused himself from the Board for this project.**

Owner/Representative Comments:

- The Audubon Society acquired this property two years ago. They wish to maintain the meadow look with the ground nesting birds. Tree nesting birds and other animals.

- The proposed 24x24 storage building will have all steel vertical siding, wrap and roof with aluminum, fascia and soffit. Monochrome brown color scheme planned to make the building less noticeable.

City Engineer's Comments (DiFranco):

No Comment.

Board Comments:

(Shannon) Will there be a security light? *There will be motion detector lights on all four sides. Depending on cell phone reception in the valley, the security system will operate on cell phone.*

(DiFranco) Will it have a basement? *No. The site prep getting through the sod and stone has been done. It was difficult.*

(Fiebig) Will it have a gravel drive? *It will use the same drive that was put in with the gas and oil well. They did not want to take any more of the habitat away.*

**MOTION:** Councilman Fiebig moved to approve the plans for 24x24 Storage Barn at 2685 Dodd Rd as submitted.

Seconded by James Shannon.

Voice Vote: ALL AYES.

**MOTION PASSES: 5/0**

**Mr. Lillich return to the Board.**

**The Architectural Board of Review was closed at 7:44 p.m.**

**PLANNING COMMISSION**

**Public Portion opened at 7:44 p.m.**

No Public Input.

**Public Portion closed at 7:44 p.m.**

**Planning Commission was closed at 7:44 p.m.**

**Unfinished Business:**

None

**New Business:**

None

**Mayor's Report:**

- ALDI: Major construction continues. They worked on the front fascia up to the girders. Roof is supported with scaffolding. They anticipate being ready by October.
- Shell Station at Rte. 6 and SOM Center Rd: The top between the brick and roof is going up. Concrete curbs were poured today.

Mr. Cihula asked if the removal of the front and part of the north side was shown on the original application for ALDI's or whether it was just the walls of the old Sear's Garden Center. Per discussion, it was discussed during review.

**Council Representative's Report (Fiebig):**

No Report.

**BUILDING COMMISSIONER'S REPORT (DiFranco):**

No report.

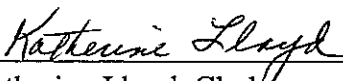
**Chairman's Report:**

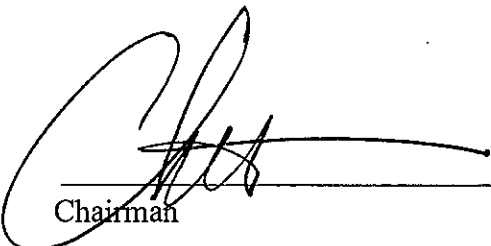
No report.

**Adjournment:**

John Lillich made a motion to adjourn the meeting, seconded by James Shannon. All AYES.  
The meeting was adjourned at 7:47 p.m.

Respectfully Submitted:

  
\_\_\_\_\_  
Katherine Lloyd, Clerk

  
\_\_\_\_\_  
Chairman  
  
1 August 2019  
\_\_\_\_\_  
Date Approved